

LARG Field Day Safety Checklist – 2017

[DRAFT! Version 0.6 - 15 May 2017]

[Name TBD] – [Callsign TBD] – Lead Safety Officer – C-[Cellphone TBD] [Need On Site Guy!]
[Name TBD] – [Callsign TBD] – Asst. Safety Officer – [Cellphone TBD] [TBD 2017?]
[Name TBD] – [Callsign TBD] – Asst. Safety Officer – [Cellphone TBD] [TBD 2017?]
[Name TBD] – [Callsign TBD] – More Assistant Safety Officers Welcome! [TBD 2017?]
Gene Harrison – N3EV – Safety Officer Coordinator – C-703-XXX-XXXX [Sorry, on travel on FD!]

BACKGROUND:

- * This checklist provides reminders and handy guidance for ensuring a safe LARG FD event!
- * Please read & heed!
- * Bonus!! ARRL awards LARG 100 points for active Safety Officers, from beginning to end!
- * Also, this list supports completion of the official ARRL FD SO Checklist, which will be included with the LARG FD documentation. >> Safety & 100 points!! :-)

PRINCIPLES:

- * Everybody at the LARG FD is responsible for staying alert and ensuring safety, for themselves, their family and friends, and any visitors and guests.
- * The Safety Officer Team plans to cruise during the event and will be there to assist and advise.
- * If you spot a hazard, please fix it fast, if you can! If you need help, please ask! Plus advise us?
- * Your diligence and constructive suggestions are always welcome!
- * And please help us improve this checklist, and be safer in the future, too!
- * Please send suggestions to Gene N3EV on 703-XXX-XXXX or at N3EV@arrl.net. TNX!

REFERENCES:

- * Based on the [ARRL Field Day Safety Officer Checklist 2017 v2](#).
(Required elements plus essential upgrades are highlighted in **YELLOW**).

SAFETY RESOURCES (&Sources):

- * **The Guidance:** This LARG Field Day Safety Officer Checklist (free copies for everyone!).
- * **Contacts:** Lists of *LARG participants* Safety Support Personnel, including Safety Officers, persons trained/experienced in First Aid, CPR, AED, plus (hopefully) First Responders, Advance Life Support, Fire Fighters, as available. (See *LARG Safety Skill Sign-up List*)
- * **Medical:** First Aid Kit(s), CPR & AED (if able?) gear, sun burn, insect sting, water, ice & ziplock bags, etc. FA, Medical & First Responders. (Multiple sources) [WANT to borrow AED??]
- * **Public Safety:** Land-line & cellphones, plus contact information for calling EOC (911) & guiding fire/rescue/police. (Multiple sources. Read info below in Safety Checklist)
- * **Operational Safety:** Fire Extinguishers, grounding & bonding systems, barrier & flagging tapes, gloves & helmets (for towers), headlamps & flashlights (night), etc. (Multiple sources)
- * **Weather:** NWS weather alert receiver. (Gene N3EV)
- * **Comms:** On Duty Safety Officer cellphone. (See SO List – Each BYO Cellphone)

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1	<p>Fuel for generator properly stored. (See also 1G-Generators & 2-Extinguishers.)</p> <ul style="list-style-type: none"> * Use only <u>marked</u> & <u>fuel-approved</u> containers, preferably with <u>automatic shutoff spouts</u> (spring loaded). * Locate fuels <u>upwind</u> of generators, <u>toward</u> but <u>downwind</u> of Stations, and well <u>away</u> from people, facilities and flammable materials. * With barrier or flagging tapes, establish a <u>clearly marked</u> “<u>fuel zone</u>”. * A non-flammable sun & weather <u>shelter</u> is good. * Keep <u>fire extinguisher</u> near the <u>Station</u> (<u>not</u> the fuel!) and <u>upwind!</u> * 								
1 G	<p>Generators & Electric Power Distribution. [Added] (See also 1-Fuels & 2-Extinguishers.)</p> <ul style="list-style-type: none"> * Locate generators well <u>downwind</u> of both fuels and Stations (and fire extinguishers!), and well <u>away</u> from people, facilities and flammable materials, preferably at <u>distant end</u> of long cords. * With barrier or flagging tapes, establish a <u>clearly marked</u> “<u>generator zone</u>”. * A non-flammable sun and weather <u>shelter</u> is good, especially as a <u>noise barrier</u>. * For safety, generators are <u>isolated</u> & <u>not grounded</u>. * Extension cords are <u>wrapped low</u> and <u>anchored</u> at generator, then <u>looped</u> into sockets, for strain relief and continuity. * Gather & <u>route</u> cables <u>neatly</u>, well away from people movement lanes & areas, & <u>clearly mark</u> with parallel <u>barrier</u> or frequent <u>flagging</u> tapes. * Include <u>circuit breaker</u> power strips. * <u>Surge arrestors</u>, and especially <u>GFCIs</u> are better! * 								
2	<p>Fire extinguisher on hand and appropriately located. (See also 1-Fuels & 1G-Generators)</p> <ul style="list-style-type: none"> * Use only UL <u>approved</u> fire extinguishers. * Minimum: 2 pound Type BC (or ABC?) <u>dry chemical</u>. * Better! 5 pound Type BC <u>carbon dioxide</u> (CO2). * Keep <u>fire extinguisher</u> near the <u>Station</u> (<u>not</u> the fuel!). * Remember, keep extinguishers <u>upwind</u> of fuels and generators! (Note – Most “dry chemical” units are OK for <u>fuels & generators</u>. But <u>ABC</u> types typically use <u>mono-ammonium phosphate</u>, which is very <u>corrosive</u> and will <u>destroy</u> your electronics!! For your precious Ham gear, get a <u>less</u> corrosive <u>BC</u> sodium-bicarbonate, or best a BC <u>non-corrosive</u> “Purple K” or CO2 unit.) * 								
3	<p>First Aid kit on hand. (See also 4, 11, 12)</p> <ul style="list-style-type: none"> * The designated <u>First Aid Station</u> is the <u>Food Tent</u>. * Only <u>basic gear</u> includes a First Aid Kit, plus (as <u>available</u>) modest support (cots, chairs & tables, shade & shelter, water & snacks, etc). 								

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	<p>* If feasible, additional gear & skills (CPR, AED, BLS, ALS...) will be provided or available on site. * The FA Station is staffed "<u>On Call</u>" as needed. * For <u>true emergencies</u>, dial 911. Lovettsville Volunteer Fire & Rescue is 10 minutes away! (See 11 & 12 below.) *</p>								
4	<p>First Aid, CPR and AED trained participants on site for full Field Day period. (See also 3, 11, 12) * See Personnel Roster for FA & Medical skills & gear. * Expect most FA, Medical & First Responders in LARG to be Hams dispersed on site and busy making contacts! * The FA Station is staffed "<u>On Call</u>" as needed. * Skills include only <u>Basic First Aid</u>, plus CPR & AED if possible. * If feasible, additional gear & skills (CPR, AED, BLS, ALS...) will be provided or available on site. * For <u>true emergencies</u>, dial 911. Lovettsville Volunteer Fire & Rescue is 10 minutes away! (See 11 & 12 below.) *</p>								
5	<p>Access to NWS alerts to monitor for inclement weather. * Foul <u>weather</u> events, especially <u>thunderstorms</u>, are of great concern and must be <u>expected</u> and <u>planned</u>. * An NWS <u>Weather Alert</u> Receiver will be stationed at the <u>Food Tent</u>, or GOTA or other continuously manned location. * In event of a local <u>Alert</u>, <u>whomever</u> hears it should Please take <u>notes</u> of the <u>incident & times</u>, and <u>promptly</u> contact the SO. * And if necessary <u>advise and warn</u> all Stations and personnel on site. * All personnel on site should pragmatically and promptly protect themselves, plus their Stations & gear. (See 10 below) *</p>								
6	<p>Tent stakes properly installed and marked. (See also 7, 8, 9) * Locate Stations & tents within easy <u>view</u> and <u>close & safe access</u> from people movement lanes & areas. * [LARG] Tents and guy wires <u>must</u> be located at least <u>ten feet</u> away from any permanent structure. * Stakes & guy lines must be <u>clearly marked</u> with parallel <u>barrier</u> or frequent <u>flagging</u> tapes. * Include all <u>stakes</u>, plus along <u>lines</u> to at least <u>6 feet up</u>. *</p>								
7	<p>Temporary antenna structures properly secured and marked. (See also 6, 8, 9) * Locate antenna masts & towers <u>near</u> their Stations, but well <u>away</u> from people movement lanes & areas. * [LARG] Masts, towers, and guy wires <u>must</u> be located at least <u>ten feet</u></p>								

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	<p>away from any permanent structure.</p> <ul style="list-style-type: none"> * [LARG] AB577 telescoping towers are great but <i>hazardous!</i> <i>Must</i> have and <i>follow</i> the manual and LARG AB577 <i>checklist</i>. * Ensure all masts & towers are solidly <i>anchored</i> at <i>base(s)</i>, plus stakes & lines, to ensure structural strength & integrity, especially during <i>winds</i> and <i>storms</i>. * Mast & tower <i>telescoping mechanisms</i> must be <i>locked/secured</i> to prevent unintentional collapse or retraction. * Plus, <i>trailer</i> mounted masts & towers must also be <i>anchored</i> and/or <i>wheels chocked</i>. * Need we say it? There are NO <i>tower climbing</i> during FD operations! * Stakes & guy lines must be <i>clearly marked</i> with parallel <i>barrier</i> or frequent <i>flagging</i> tapes. * Include all <i>stakes</i>, plus along <i>lines</i> to at least <i>6 feet up</i>. * With barrier or flagging tapes, establish a <i>clearly marked</i> “<i>tower zone</i>”. * Gather & <i>route</i> cables <i>neatly</i>, well <i>away</i> from people movement lanes & areas, & <i>clearly mark</i> with parallel <i>barrier</i> or frequent <i>flagging</i> tapes. * 								
8	<p>Site secured from tripping hazards. (See also 6, 7, 9)</p> <ul style="list-style-type: none"> * Especially consider <i>visibility</i> in weather or darkness! * <i>Relocate</i> and/or <i>prevent</i> placement of any <i>objects</i> or <i>tripping hazards</i> within or near people movement lanes or areas. * If feasible, <i>clearly mark</i> any hazards, or at least key portions, with barrier & flagging tapes, traffic cones, parked vehicles, or other means. * Stakes & guy lines must be <i>clearly marked</i> with parallel <i>barrier</i> or frequent <i>flagging</i> tapes. * Include all <i>stakes</i>, plus along <i>lines</i> to at least <i>6 feet up</i>. * Gather & <i>route</i> cables <i>neatly</i>, well <i>away</i> from people movement lanes & areas, & <i>clearly mark</i> with parallel <i>barrier</i> or frequent <i>flagging</i> tapes. * With barrier or flagging tapes, establish <i>clearly marked</i> fuel, generator, and tower “<i>zones</i>”, well <i>away</i> from people movement lanes & areas. * 								
9	<p>Site is set up in a neat and orderly manner to reduce hazards. (See also 6, 7, 8)</p> <ul style="list-style-type: none"> * Locate Stations & tents within easy <i>view</i> and <i>close</i> & <i>safe access</i> from people movement lanes & areas. * [LARG] Respect our W5ODJ Host! Masts, towers, tents & guy wires <i>must</i> be located at least <i>ten feet</i> away from any permanent structure. * Assess likely <i>routes</i> and <i>flows</i> of persons within the FD site, including Stations, Food & GOTA, parking, etc. * Include LARG & <i>experienced</i> persons, visitors and <i>inexperienced</i> persons, and especially <i>children</i>. * Especially consider <i>visibility</i> in weather or darkness! * As suitable, establish <i>recommended lanes or areas</i> along the 								

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	<p>driveway, to the Stations & Food & GOTA, etc.</p> <ul style="list-style-type: none"> * <i>Relocate</i> and/or <i>prevent</i> placement of any <i>objects</i> or <i>tripping hazards</i> within or near these people movement lanes or areas. * If feasible, <i>clearly mark</i> these lanes or areas, or at least key portions, with barrier and flagging tapes, traffic cones, parked vehicles, and/or other means. * Stakes & guy lines must be <i>clearly marked</i> with parallel <i>barrier</i> or frequent <i>flagging</i> tapes. * Include all <i>stakes</i>, plus along <i>lines</i> to at least <i>6 feet up</i>. * Gather & <i>route</i> cables <i>neatly</i>, well <i>away</i> from people movement lanes & areas, & <i>clearly mark</i> with parallel <i>barrier</i> or frequent <i>flagging</i> tapes. * With barrier or flagging tapes, establish <i>clearly marked</i> fuel, generator, and tower "<i>zones</i>", well <i>away</i> from people movement lanes & areas. * 								
10	<p>Stations and equipment properly grounded.</p> <ul style="list-style-type: none"> * Use a <i>ground stake</i> as each station's <i>single point</i> ground. * <i>Connect major gear</i> (transceivers, amplifiers, power supplies, surge arrestors for antenna cables or power, etc). Use <i>heavy braid or wire</i>. * In event of nearby <i>thunderstorms</i>, <i>disconnect</i> antenna cables from radios & gear and <i>set aside</i>. (See 5 above) * Likewise <i>disconnect</i> long <i>power cables</i> from gear, too. * If able, <i>protect</i> connectors with zip-lock bags & tape. * <i>Shut down</i> radios & gear. * <i>Protect</i> your Team and take <i>shelter</i>. Houses & cars are good! * 								
11	<p>Access to means to contact police/fire/rescue if needed. (See also 3, 4, 12)</p> <ul style="list-style-type: none"> * EMERGENCY – Dial 911. * Non Emergency – 703-777-1022 * Location: 38668 Sierra Lane, Lovettesville, VA. * Directions: From Lovettsville Fire Company 12, turn right (South) on Rt 287, go 1.8 miles, turn right (West) on Sierra Lane, go 0.4 mile to end, turn right and look for Safety Guides. * If you need them fast, <i>call them!</i> * And Please call the SO soonest, if not before? * Be <i>sure</i> that SO or somebody <i>meets</i> the Responders when they arrive at the corner at the road, and <i>directs</i> them to the incident or patient! * Have somebody take <i>notes & times</i>, too. * <i>First & top priority – ensure patients are treated!!</i> * 								
12	<p>Safety Officer is designated point of contact for public safety officials. (See also 3, 4, 11, 14)</p> <ul style="list-style-type: none"> * See Personnel Roster for Safety Officers & duty times. * The Safety Officers plan to meet with any Public Safety personnel, in 								

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	<p>event of any incident, and also to welcome them to the FD activities. * In event of an incident, the SO may <u>request your assistance</u> to guide or assist First Responders, etc. *</p>								
13	<p>Minimize risks and control hazards to ensure no injuries to public. * A preliminary informal Risk Assessment has been conducted, based on previous events, plus inputs from several experienced participants. * Most issues are already included in and addressed by this checklist. * All personnel are urged to make suitable observations, and contribute constructive suggestions, to improve FD safety! *</p>								
14	<p>Safety Officer or a qualified designated assistant was on site for the duration of the event. (See also 12) * See Personnel Roster for Safety Officers & duty times. * On Duty Safety Officer: C-703-XXX-XXXX (Duty Token) [TBD 2017?] *** [This floating Duty SO phone is loaned by Gene N3EV, just for FD] * Lead SO: [Name TBD], [Callsign TBD], C-[Cellphone TBD] * Asst SO: [Name TBD], [Callsign TBD], C-[Cellphone TBD] * Asst SO: [Name TBD], [Callsign TBD], C-[Cellphone TBD] * Coordinator: Gene Harrison, N3EV, C-XXX-XXX-XXXX [TBD 2017?] *** [Sorry, Gene N3EV on travel & not able to help at Field Day 2017!]</p>								
15	<p>As necessary, monitoring participants for hydration and ensures an adequate water supply is available. * Water is available at the <u>Food Tent</u>, including bottles. * All personnel are <u>responsible</u> for their own welfare, including safety, water & food, personal protection & gear.... * Station operators should <u>monitor</u> their Team, especially during those intense contact QSO runs! *</p>								
16	<p>Documentation. [Added] * Everybody! Please take <u>photos</u> & <u>notes</u> of not only safety issues, but also good ideas and solutions for operations, training & publicity! *</p>								
17	<p>*</p> <p>*</p>								
18	<p>*</p> <p>*</p>								

-end-